

TROY HISTORIC COMMISSION MINUTES – FINAL

October 27, 2009

The rescheduled meeting of the Troy Historic Commission was held Tuesday, October 27, 2009 at the Troy Museum & Historic Village. Rosemary Kornacki called the meeting to order at 8:55 P.M.

ROLL CALL **PRESENT:** Rosemary Kornacki
 Terry Navratil
 Brian Wattles
 Roger Kaniarz
 Vera Milz
 Padma Kuppa
 Kevin Lindsey
 Loraine Campbell, Museum Manager

GUESTS John Szerlag, City Manager

Resolution #HC-2009-10-001
Moved by Navratil
Seconded by Kaniarz

RESOLVED, That the minutes of the September 29, 2009 be approved

Yes: 7 —, Kornacki, Navratil, Kaniarz, Milz, Kuppa, Lindsey and Wattles
No: 0

MOTION CARRIED

Old Business

A. Capital Projects

Caswell House

Repair of the waterproofing mastic on the foundation walls was completed by RAM Construction Co. for \$2,885.

Poppleton School

Masonry repairs to the wash (architectural feature above the stone foundation), chimney, and poorly anchored accessibility railing was be completed by Akins Construction for \$4,565. Akins also replaced broken bricks on the northeast corner of the building.

General Store

The rod holes in the basement were filled with hydrophobic grout by National Restoration for \$1,435

B. Programs

Winter Public Programs were submitted.

C. Attendance

See attached reports.

D. Collections

See Reports.

William Boardman requests authorization to deaccession the following items:

1. Log Cabin model

Roof lifts off; handmade craft model; good condition; needs cleaning; no foreseeable exhibit or program use; currently accessioned

2. Shuttle

Good Condition; needs cleaning; other examples in collection; no foreseeable exhibit or program use; no known accession number

3. Type case cabinet c.1900

Fair condition; needs cleaning; duplicate of items in Collection; no foreseeable exhibit or program use; no known accession number

Resolution #HC-2009-10-002

Moved by Navratil

Seconded by Milz

RESOLVED, That the request to deaccession log cabin model, shuttle and type case cabinet (c.1900) as recommended by William Boardman be approved.

Yes: 7 — Kornacki, Navratil, Kaniarz, Milz, Kuppa, Lindsey and Wattles
No: 0

MOTION CARRIED

E. Grants

The IMLS grant for middle school program development will be completed and submitted this week. The Troy School District and the Troy Historical Society will sign letters of support. The application is due on November 2.

F. Interpretive Master Plan (IMP)

The museum has received the completed draft plan from 106 Group LTD. The staff will review the plan before presentation to the IMP Team is scheduled.

New Business

A. Annual Report

The Commission received copies of the Museum Annual Report FY 2008/09

B. Troy Historical Society/ Heritage Campaign update

The Troy Historical Society will pay for the utilities on the Niles-Barnard House for one year or until the house is relocated to the museum, whichever comes first.

C. Presentation by City Manager John Szerlag

Mr. Szerlag provided a presentation on the proposed organizational structure based on reduced revenue for the next five years. If additional revenues are not generated, the Troy Museum will be closed or the museum could be limited to greatly reduced hours of operation.

D. Reports and Communications**Staff**

No report.

Commission Members

Rosemary Kornacki suggested that in light of the city's financial crisis and the possible closure of the museum, that the Historical Commission should schedule a November meeting.

The Troy Historic Commission Meeting was adjourned at 10:25 p.m. The next regular meeting will be held Monday, November 30, 2009 at the Troy Museum & Historic Village at 7:30 pm.

Rosemary Kornacki
Chairperson

Loraine Campbell
Recording Secretary

Annual Attendance Statistics

Public Events FY 2007/08

Event	Date	Attendance
Harvest Home Festival	Sep-08	475
Trick or Treating on the Green	Oct-08	650
Hanging of the Greens	Dec-08	501
Total		1626

Public Events FY 2008/09

Event	Date	Attendance	Admissions
Fall Farm Festival	Sep-09	150	\$243
Trick or Treating on the Green	Oct-09	320	\$423
Candy Cane Christmas			
Total			

Comparative Attendance Statistics

Total	FY 2008-09	FY2009-10	Change
School Group attendance	12,252		
Walk-in attendance	6,036		
Program attendance	7,731		
Public Events attendance	1,626		
Total Public attendance	13,767		
Total Museum visitation (Schools + public)	26,019		

Meetings and facilities rentals	90
Revenue from Education Programs	\$58,951.00
Revenues from facilities rentals	\$7,665
Revenue from Admissions	n/a
Total revenues (schools + facilities)	\$66,616

Public Attendance

Date	Walk-In	#Attending Programs	#Meetings/ Facilities Rentals	Rental Fees	Admission Fees	Total Visitors
Jul-08	702	2,003	4	\$350.00		2,705
Aug-08	878	1,033	8	\$1,050.00		1,911
Sep-08	425	664	12	\$700.00		1,089
Oct-08	511	881	11	\$700.00		1,392
Nov-08	586	664	10	\$700.00		1,250
Dec-08	425	1,132	6	\$350.00		1,551
Jan-09	377	292	6	\$25.00		669
Feb-09	235	140	4	0		375
Mar-09	329	178	7	0		507
Apr-09	491	212	7	\$350.00		703
May-09	494	327	10	\$400.00		821
Jun-09	742	147	16			889
Total	6,195	7,673	101	\$4,625.00		13,862
Jul-09	1,001	1,120	2	\$50.00	\$2,269.50	2,121
Aug-09	877	356	0	\$50.00	\$1,366.50	1,233
Sep-09	582	529	10	\$450.00	\$1,647.00	1,328
Oct-09	354	945	11	\$1,000.00		1,299
Nov-09						
Dec-09						
Jan-10						
Feb-10						
Mar-10						
Apr-10						
May-10						
Jun-10						
Total	2,814	2,950	23	\$1,550.00	\$5,283.00	5,981

Attendance compared with same period last year -18%

Rentals + Admissions= \$6,833.00

Net change in revenue for this period last year 177%

Percent of admissions target collected= total collected/\$15,000 35%

School Group Attendance

Date	# Prgms.	# Attnd	Troy Groups	# Staff	Prg Fee
Sep-08	4	89	1	4	\$376.50
Oct-08	27	1,595	5	56	\$7,876.50
Nov-08	23	1429	23	5	\$6,462.50
Dec-08	11	857	11	31	\$4,406.50
Jan-09	9	792	0	27	\$4,052.50
Feb-09	6	477	0	18	\$2,346.50
Mar-09	25	1547	7	53	\$7,317.00
Apr-09	51	1813	27	64	\$6,463.00
May-09	85	2718	30	86	\$15,658.00
Jun-09	18	935	9	32	\$3,992.00
Total	259	12,252	113	376	\$58,951.00
Sep-09	8	311	2	12	\$1,649.00
Oct-09	22	1,426	3	43	\$8,075.50
Nov-09	22	1,151	3	41	\$6,575.00
Dec-09					
Jan-10					
Feb-10					
Mar-10					
Apr-10					
May-10					
Jun-10					
Total	52	2,888	8	96	\$16,299.50

Attendance last year this period	89
Percent increase	-7%
Revenue last year this period	\$14,715.50
Percent increase	11%

Collections Report: September 2009

- Donations:
 - 7 poster frames filled with Poppleton School photos and ephemera (some duplicates of material already in Collection) [Robin Mullins]
- Donations declined:
 - Typewriter (c.1910) – examples in Collection; storage space limitations; no Troy connection
 - Cultivator (c.1920) – examples in Collection; storage space limitations; no Troy connection
 - Baby pram (c.1920) – examples in Collection; storage space limitations; no Troy connection
 - Voting machine – storage space limitations; no Troy connection
- Requests for Deaccession/Auction/Disposal
 - Please see attached list for complete notes
- Archive & Collections Research Activities/Special Requests:
 - Research: None
 - Photo Requests: None
- Special Activities & Focus Projects:
 - Processing & maintenance of the Collection & new donations
 - Transfer of artifacts from General Store basement prior to General Store repairs
- Other Duties and Activities:
 - Internal/external correspondence – email, thank you letters, phone calls, etc.
 - Environmental monitoring/maintenance
 - Repairs to educational props
 - Computer support (scanning, PhotoShop work and general support) for interpretive staff projects & publications
 - General support for staff projects & publications

Collections Report: October 2009

- Donations:
 - Baker Middle School, Troy School District, and Stuart K. Baker documents and ephemera c.1970s [Mary Lou Kennedy] {September donation not included on previous report}
 - Dorothy Scott document and photo collection [Cindy Scott Stoll]

- Donations declined:
 - Sewing machine (c.1910) – examples in Collection; storage space limitations; no Troy connection
 - Manure spreader (c.1920) – poor condition; storage space limitations; no Troy connection

- Archive & Collections Research Activities/Special Requests:
 - Research: None
 - Photo Requests: None

- Special Activities & Focus Projects:
 - Processing & maintenance of the Collection & new donations
 - Transfer of artifacts from General Store basement prior to General Store repairs

- Other Duties and Activities:
 - Internal/external correspondence – email, thank you letters, phone calls, etc.
 - Environmental monitoring/maintenance
 - Repairs to educational props
 - Computer support (scanning, PhotoShop work and general support) for interpretive staff projects & publications
 - General support for staff projects & publications

Deaccession/Disposal/Auction Candidates

September 2009

No photos available at this time due to time constraints. Most materials are, however, available for viewing on a table on the 2nd floor of the main museum building.

1. Log Cabin model

Roof lifts off; handmade craft model; good condition; needs cleaning; no foreseeable exhibit or program use; currently accessioned

2. Shuttle

Good Condition; needs cleaning; other examples in collection; no foreseeable exhibit or program use; no known accession number

3. Type case cabinet c.1900

Fair condition; needs cleaning; duplicate of items in Collection; no foreseeable exhibit or program use; no known accession number

In addition to the Collections related material above, numerous lots of general City of Troy assets such as old AV equipment, cameras, kitchenware, and miscellaneous unused items are suggested for auction.